

CITY OF HASTINGS
DRAFT PLANNING COMMISSION MEETING MINUTES
August 6, 2018

Members present: Brehm, Tossava, Mansfield, Maurer, Benner, Bowers, Cusack, Hatfield.

Members absent: McLean.

Other staff present: King, Harvey.

The meeting was called to order at 7:00 p.m. by Chairman Hatfield.

Roll call was taken by Hatfield.

Those present recited the Pledge of Allegiance.

Hatfield asked for comment regarding the draft minutes of the July 2, 2018 regular meeting of the Hastings Planning Commission, the draft minutes of the July 10, 2018 Rutland Township Planning Commission meeting, the notice of cancellation of the July 17, 2018 Zoning Board of Appeals meeting, the draft minutes of the July 19, 2018 Downtown Development Authority meeting, the draft minutes of the July 11, 2018 special meeting of the Local Development Finance Authority, and the draft minutes of the July 26, 2018 regular meeting of the Local Development Finance Authority. No comment was forwarded.

Motion by Tossava, second by Maurer to approve the minutes of the July 2, 2018 regular meeting of the Hastings Planning Commission, and to receive and place on file the draft minutes of the July 10, 2018 Rutland Township Planning Commission meeting, the notice of cancellation of the July 17, 2018 Zoning Board of Appeals meeting, the draft minutes of the July 19, 2018 Downtown Development Authority meeting, the draft minutes of the July 11, 2018 special meeting of the Local Development Finance Authority, and the draft minutes of the July 26, 2018 regular meeting of the Local Development Finance Authority.

Motion carried.

Hatfield introduced discussion regarding a draft ordinance to allow for transitional or emergency housing in certain locations and under certain conditions in the City. Hatfield asked Harvey to explain the latest draft of this ordinance. Harvey stated that the current draft was essentially the same as the draft reviewed by the Planning Commission at their July meeting. Harvey stated that

the draft included revisions per the comments previously offered by members of the Planning Commission.

Maurer questioned why Section 90-1092 (m) of the draft ordinance exempted the applicant from the requirements for most site plans. Harvey explained that many of the typical standards and requirements for site plans would not be applicable or necessary for site plans related to transitional or emergency housing. Harvey stated that site plans for special uses often needed only sufficient information to ensure that the proposed development satisfied the standards in the Code applying to the special use.

Hatfield opened the public hearing to solicit comment regarding the draft ordinance to allow for transitional or emergency housing in certain locations and under certain conditions in the City, and asked for comment from the public.

Judge Amy McDowell questioned the source of the terms and conditions contained in the draft ordinance. Harvey explained that she had provided examples of similar ordinances in use in other communities, and that the Planning Commission had crafted the ordinance generally pulling from the terms and conditions contained in these ordinances. McDowell stated that she was pleased to see that up to two persons would be allowed to occupy each bedroom, and that up to six individuals would be allowed to reside in the home. McDowell stated that the Hope House initiative would likely use one of the older homes in Hastings for this purpose, and that these homes did not have enough bedrooms to allow just one person per bedroom. McDowell stated that most of the older homes in Hastings had bedrooms that were smaller than 125 square feet in area. McDowell questioned if the living area for the manager consisting of at least 450 square feet of space would have to be exclusively for the manager. Consensus of the Planning Commission was that this was the intent of the current language in the Code. McDowell stated that older homes in Hastings would not typically have 450 square feet of independent living space for a manager. McDowell questioned if the bedrooms could have less space if only one person were to occupy the bedroom. McDowell stated that the Hope House initiative did not currently have a location or residence under consideration. McDowell stated that the Planning Commission should feel welcome to take the time necessary to fully consider and develop the appropriate terms in the draft ordinance.

Randy Van Liere stated that the manager and the residents at a transitional home would likely share certain living spaces, but that such homes would also have areas that were private and for individual use.

Tossava stated that he was concerned about parking related to transitional housing. Tossava stated that Van Liere and McDowell had indicated that most of the residents at

their proposed transitional home would not have vehicles. Tossava questioned what would happen if this turned out not to be the case. Tossava stated that there could be 6 or more vehicles present at a home in a residential neighborhood. Tossava questioned how that number of cars could be parked on a traditional residential site.

Hatfield closed the public hearing and asked for comments from the Planning Commission.

Mansfield stated that he agreed with McDowell that many older homes in Hastings would not have bedrooms that contained 125 square feet. Mansfield stated that possibly smaller rooms could be allowed, with a minimum of 100 square feet for a room intended for double occupancy, and 90 square feet for a bedroom intended for single occupancy. Maurer suggested that the special use standards could refer to the requirements in the building code related to size requirements for habitable spaces. Mansfield stated that he also agreed with McDowell that most older homes in Hastings would not have a separate dwelling area limited for use exclusively by a manager. Mansfield stated that it was his understanding that the manager would share certain dwelling spaces such as kitchen and living areas with the residents.

Tossava stated that he remained concerned regarding parking accommodations for transitional homes. Tossava noted that parking for such facilities had been a problem for facilities in the Grand Rapids area. Harvey stated that the language applying to parking in the special use requirements for transitional housing could be amended to provide the Planning Commission with additional control over parking facilities and accommodations. Mansfield questioned if Harvey could revise the draft ordinance to reflect the discussion at tonight's meeting without prompting the need to schedule another public hearing. Harvey stated that the Planning Commission could table the issue and postpone the public hearing, or they could revise the draft ordinance and continue the public hearing at their September meeting.

Motion by Mansfield, second by Bowers to request that Harvey revise the draft ordinance allowing transitional or emergency housing as a special use per the comments at tonight's meeting for further consideration at the regular meeting of the Planning Commission in September, and that the Planning Commission continue the public hearing related to this draft ordinance at their meeting in September.

In favor: Brehm, Tossava, Mansfield, Maurer, Benner, Bowers, Cusack, Hatfield.

Opposed: None.

Absent: McLean.

Motion carried.

Mansfield noted that the minutes would reflect that the members of the Planning Commission received correspondence at tonight's meeting from William Voigt, Ward 2 labeled: Special Land Use – Transitional Housing.

Hatfield introduced consideration of a draft ordinance to allow the outdoor vending of merchandise in the B-1 Zoning District (and by reference in other B Zoning Districts). Harvey explained the draft ordinance, and noted that only the bolded text in the ordinance was new to the existing ordinance regulating the outdoor display of merchandise.

Tossava asked if the revised ordinance would also regulate containers for drop-off of second hand clothing and other materials. Harvey stated that it would. Mansfield stated that he had received an inquiry this past week from a vendor of propane cylinders asking if permits or other conditions were required for the outdoor display and vending of such products. Mansfield stated that the vendor indicated that in some communities protective measures were required for the outdoor vending of such materials. Mansfield stated that this appeared reasonable, and asked if the Planning Commission should consider including such standards in the draft ordinance. Harvey stated that this was best left to public safety related regulations, and that the Fire Chief could perform an administrative review related to each situation and recommend appropriate safety measures. Mansfield to contact Fire Chief Caris to discuss.

Hatfield opened the public hearing to solicit comment regarding a draft ordinance to allow the outdoor vending of merchandise in the B-1 Zoning District (and by reference in other B Zoning Districts). Hatfield asked for public comment. No public comment was forwarded. Hatfield closed the public hearing.

Motion by Tossava, second by Bowers to forward the draft ordinance to allow the outdoor vending of merchandise in the B-1 Zoning District (and by reference in other B Zoning Districts) to the Hastings City Council with the recommendation that the ordinance be adopted.

In favor: Brehm, Tossava, Mansfield, Maurer, Benner, Bowers, Cusack, Hatfield.

Opposed: None.

Absent: McLean.

Motion carried.

Hatfield asked Mansfield to provide a brief update on the recent activities of the Joint Planning Alliance and Joint Planning Commission. Mansfield stated that neither board had met in July, but that these boards were likely to meet in August to discuss several draft agreements related to existing utility extensions into the Hastings and Rutland Townships.

Hatfield asked for any additions to the list of work tasks to be accomplished by the Planning Commission in 2018. No additions were forwarded. King noted several minor changes to the work task list.

Hatfield introduced discussion regarding the status of the Master Plan update. Harvey explained the work that had recently been completed by McKenna related to the draft Master Plan update. Harvey noted that the steering committee had recently met to discuss the latest draft of Phase I of the update, and noted that she would briefly present and explain Phase I to the Planning Commission at tonight's meeting. Harvey stated that the focus groups would then be reconvened and Phase I would be presented to them. Harvey stated that the input gained through this process would be used to develop a final draft of Phase I of the update for final approval. Harvey noted that Phase II of the update would be specific implementation strategies to address the principal vision and desires developed in Phase II.

Harvey presented and explained Phase I of the Master Plan update and asked for input from the Planning Commission. Hatfield asked that the members of the Planning Commission put their review comments in writing and submit them to Dan King by Monday, August 13. King will then submit them to Harvey and McKenna.

Hatfield noted that there was no New Business to come before the Planning Commission.

Hatfield asked for additional comments from the public. No comments were forwarded.

Hatfield asked for additional comments from the members of the Planning Commission. No comments were forwarded.

Motion by Bowers, second by Brehm to adjourn at 8:31 p.m.

Motion carried.

Submitted by:

Jeff Mansfield
Secretary